

**TOWN OF LA POINTE  
REGULAR TOWN BOARD MEETING  
TUESDAY, JUNE 9, 2015  
5:30PM AT TOWN HALL  
Approved Minutes**

**Called to order** at 5:30pm

**Present:** John Carlson, Michael Childers, Jim Patterson, Mike Starck

**Staff present:** Lisa Potswald

**Public Present:** Dave Thomas, Dickie Hoffman, Paul Brummer

Motion to appoint Jim Patterson as acting Chairman for the meeting, 3 Ayes, 1 abstain (J. Patterson), Motion Carried.

**I. Public Comment A\*:** None

**II. Town Administrator's Report:** None, Interim Town Administrator submitted documents for certain agenda items, and will use the project list as her Interim Administrator report for future meetings.

**III. Public Works**

**A. Roads**

1. Foreman's Report: Discussion and thank you to Lisa Potswald for the work she did on the Pergola. Motion to place the May 2015 Foreman's Report on file, J. Carlson/ M. Childers, 4 Ayes, Motion Carried.

2. Lumber Auction: Opening of Offers: three offers were received; Meg Brown offered \$400 for a 2x6x12 lot and \$377 for the 2x8x12 lot, Doug Crowfoot offered \$420 for the 2x6x12 lots, and Carl Brooks offered \$410 for the 2x6x12 lots. Foreman Kristian Larsen will contact and follow up.

**B. Parks**

1. Hiring of Parks Attendant: with the due date for applications on June 16, 2015, Foreman K. Larsen requested the board to give him permission to hire prior to the next regular meeting. Motion to give Kristian Larsen permission to hire a Parks Attendant at the posted rate, M. Starck/ M. Childers, 4 Ayes, Motion Carried.

2. Request to waive fees: Joni's Beach picnic shelter for Ojibwe signage celebration and community picnic on Saturday, June 27, 2015 from 10-2pm: Motion to waive fees for Ojibwe signage celebration on Saturday, June 27, 2015 from 10-2pm at Joni's Beach, M. Childers/ J. Carlson, 3 Ayes, 1 opposed (M. Starck), Motion Carried.

**C. Materials Recovery Facility (MRF)**

1. MRF Supervisor's Report: Report dated June 7, 2015 placed on file by Unanimous Consent.

**IV. Committees**

**A. Planning and Zoning**

1. Planning and Zoning Administrator's Report: Presented by Lisa Potswald, discussion on MISA change of use and CUP due to putting dishwashing and kitchen equipment

in a building for a different use than originally intended. The Town Plan Commission has discussed the issue and will have MISA apply for a modification on their CUP.  
Motion to place the May Planning and Zoning Administrator's Report on file, M. Starck/ M. Childers, 4 Ayes, Motion Carried.

## **V. Town Hall Administration**

A. Budget Report: Not available at this time, will be on the next agenda

B. Town Chairperson Vacancy: M. Childers motioned to hold a special election for the Town Chair vacancy. J. Carlson seconds. Discussion on that the public should choose the chair, that the board will be a four member board until the election, nominating an acting chair for each meeting. 3 Ayes, 1 abstain (M. Starck), Motion Carried. *[Clerk's note: it was discussed that the Special Election would be held on November 3, 2015, but upon closer review of the Statute 17.25, the cutoff date for a November election was June first. The Special Election will be held concurrently with the Spring Election in April 2016.]*

C. Set/ Confirm Board of Review Date: Motion to set the date for Board of Review for July 21, 2015 with open book from 3:00-5:00 and Board of Review from 7:00-9:00pm, M. Starck/ J. Patterson, 4 Ayes, Motion Carried.

D. Discussion and possible action on the proposed Town Administrator Agreement: Motion to move this agenda item to the end of the meeting, after item XIV Liquor Licensing, M. Starck/ M. Childers, 4 Ayes, Motion Carried.

E. Letter to the District Attorney: Interim Town Administrator L. Potswald drafted a letter to the District Attorney regarding the possible investigation of a Town Board Member providing closed session information to P. Clark and his attorney. Motion to send the letter to District Attorney Kelly McKnight to start proceedings on an investigation, J. Carlson/ M. Starck, 4 Ayes, Motion Carried.

F. Interim Town Administrator projects and responsibilities: L. Potswald created a document titled Town Administrator Projects/ Responsibilities that she will use as her Administrator Report. It lists the projects, who is responsible for them, a priority rank and a place for notes. This document will be updated and ongoing as projects advance or are completed.

G. Personnel Meetings/ Reviews: Discussion on whether the Board should have personnel meetings or if the Board has the Administrator do the review/ meetings and then reports to the Board because it is the responsibility of the Administrator to manage and supervise the Department Heads, and the Board manages the Administrator. Also discussion on whether a Board member would be a 'liaison' for each department. Lisa mentioned that there may be legal ramifications if the Board was present for the reviews. She also stated that since she is new in the position, she would not feel comfortable doing a performance review, but would like to still meet to discuss how things are going and where they want to go in the future.  
For now, Lisa, Interim Town Administrator is to meet with the department heads and go from there.

H. Property, Auto and Liability Insurance Renewal 6/10/2015: Discussion on having more people review both of the proposals and give a recommendation at the next meeting. Motion to extend the current insurance policy with Horton Group for one month, M. Childers/ J. Carlson, 4 Ayes, Motion Carried.

I. Interim Town Administrator wage: Administrative Assistant B. Nelson prepared an analysis on different pay rates for the Interim Administrator position. With estimating that Lisa's time would be split 50/50 between Town Administrator and Zoning Administrator work, the rate

would be weighted. Motion to establish a 50/50 split of time for Lisa Potswald based on a \$55,000 yearly salary, M. Childers/ M. Starck, 4 Ayes, Motion Carried.

J. Impartial Hearing representation and process: the hearing is moving forward, L. Potswald is working on scheduling the hearing, there was a memo from K. Larsen that he would like to have the Town Labor Attorney present at the meeting via phone as well as have L. Potswald present. The Town Board is okay with this.

**VI. Vouchers:** Motion to approve vouchers in the amount of \$29,544.36, J. Patterson/ M. Childers, 4 Ayes, Motion Carried.

**VII. Alternative Claims:** Motion to approve alternative claims in the amount of \$160,584.23 (includes \$74,560 for the SCBA equipment for the Fire Department) and \$4,764.88 for the Library, J. Patterson/ M. Starck, 4 Ayes, Motion Carried.

**VIII. Treasurer's Report:** Not available at this time, will be on next agenda.

## **IX. Minutes**

A. Special Town Board Meeting May 19, 2015: Motion to approve minutes as submitted, M. Childers/ M. Starck, 4 Ayes, Motion Carried.

B. Regular Town Board Meeting May 26, 2015 Motion to approve minutes as submitted, M. Starck/ M. Childers, 4 Ayes, Motion Carried.

C. Special Town Board Meeting May 29, 2015 Motion to approve minutes as submitted, J. Carlson/ M. Starck, 4 Ayes, Motion Carried.

## **X. Police Department**

A. Police Chief's Report: Report dated 6/5/15 placed on file by Unanimous Consent

## **XI. Emergency Services**

A. Fire Chief's Report: Report for 5/12/15 to 6/9/15 placed on file by Unanimous Consent.

**XII. Public Comment B\*\*:** Paul Brummer comments on the discussion regarding MISA's CUP. He states that the CUP is very clear in regards to food service and he believes the current CUP should be enforced.

**XIII. Lawsuits & Legal Issues:** Nothing to discuss at this time.

## **XIV. Liquor & Operators' Licenses**

A. Class "A", "Class A" Retail for consumption off premises, combined

1. Mission Hill Coffee House/ La Pointe Provisions, Marie Noha, Agent  
Motion to approve Class "A", "Class A" Retail to Mission Hill Coffee House/ La Pointe Provisions contingent upon payment of Sanitary District bills, M. Starck/ M. Childers, 4 Ayes, Motion Carried.

B. "Class B" retail

1. Beach Club/ Bell Street Restaurant's Inc, Joseph Wiltz, Agent  
Motion to approve "Class B" retail license to Beach Club/ Bell Street Restaurant's Inc, M. Starck/ M. Childers, 4 Ayes, Motion Carried.

C. Class "B" retail sale of fermented malt beverages

1. Bell St. Gallery/ McHugh Ltd, Steve McHugh Agent

2. Beach Club/ Bell Street Restaurant's Inc, Joseph Wiltz, Agent
3. Island Oasis/ Lake Superior America's Oasis Apostle Islands 4 Seasons of Love, Marlin Nelson Agent

Motion to approve Class "B" retail Licenses to Bell Street Gallery/ McHugh Ltd (contingent upon receipt of Sanitary District payments), Beach Club/ Bell Street Restaurants Inc. and Island Oasis/ / Lake Superior America's Oasis Apostle Islands 4 Seasons of Love, M. Starck/ J. Carlson, 4 Ayes, Motion Carried.

D. "Class C" wine by the glass

1. Bell St. Gallery/ McHugh Ltd, Steve McHugh Agent

Motion to approve "Class C" wine license to Bell St. Gallery/ McHugh Ltd, contingent upon receipt of Sanitary District payments, M. Starck/ J. Carlson, 4 Ayes, Motion Carried.

E. Cigarette and Tobacco License

1. Beach Club/ Bell Street Restaurant's Inc, Joseph Wiltz, Agent

Motion to approve the Cigarette and Tobacco license to Beach Club/ Bell Street Restaurants Inc., J. Carlson/ M. Childers, 4 Ayes, Motion Carried.

F. Operator's Licenses

1. Catherine Ashe
2. Roberta Pallas

Motion to approve Operator's Licenses to Catherine Ashe and Roberta Pallas, M. Starck/ M. Childers, 4 Ayes, Motion Carried.

G. Non-intoxicating Beverage License

1. Adventure Vacations
2. Beach Club/ Bell Street Restaurant's Inc
3. Bell St. Gallery/ McHugh Ltd
4. Island Oasis/ Lake Superior America's Oasis Apostle Islands 4 Seasons of Love
5. Madeline Island Bakery
6. Madeline Island Music Camp
7. Madeline Island Yacht Club
8. Mission Hill/ La Pointe Provisions
9. Nervous Squirrel Ltd/ Motion to Go
10. Three Labs Up North, LLC/Dockside Gift Shop

Motion to approve Non intoxicating Beverage Licenses to Adventure Vacations, Beach Club/ Bell Street Restaurant's Inc, Bell St. Gallery/ McHugh Ltd (contingent upon receipt of Sanitary District payments), Island Oasis/ Lake Superior America's Oasis Apostle Islands 4 Seasons of Love, Madeline Island Bakery, Madeline Island Music Camp, Madeline Island Yacht Club, Mission Hill/ La Pointe Provisions (contingent upon receipt of Sanitary District payments), Nervous Squirrel Ltd/ Motion to Go, and Three Labs Up North, LLC/Dockside Gift Shop, M. Starck/ J. Carlson, 4 Ayes, Motion Carried.

H. Temporary Class "B"/ "Class B" Retailer's License

1. Madeline Island Chamber of Commerce, June 18, 2015

Motion to approve Temporary Class "B"/ "Class B" Retailer's License to the Madeline Island Chamber of Commerce for June 18, 2015, M. Starck/ J. Carlson, 4 Ayes, Motion Carried.

2. Madeline Island Music Camp, July 4, 2015

Motion to approve Temporary Class "B"/ "Class B" Retailer's License to the Madeline Island Music Camp for July 4, 2015, M. Starck/ J. Carlson, 4 Ayes, Motion Carried.

## **V. Town Hall Administration**

### **D. Discussion and possible action on the proposed Town Administrator Agreement**

This meeting may, upon duly made motion, be convened in closed session under State Statute 19.85 (1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, (f) Considering financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations.

The Town Board may also go into closed session during the meeting for the purpose of conferring with legal counsel with oral or written advice concerning litigation in which it is or is likely to become involved in accordance with to Wisconsin Statutes 19.85 (1)(g).

If the Town goes into closed session, it will reconvene in open session before adjourning.

Motion to go into closed session to discuss the agenda item under statute 19.85 (1) (c) and (f) as posted, M. Starck/ J. Carlson, 4 Ayes, Motion Carried.

Motion to return to open session M. Childers/ J. Carlson, 4 Ayes, Motion Carried.

Motion to authorize Jim Patterson to sign the agreement with Pete Clark on behalf of the Town Board, M. Childers/ J. Carlson, 3 Ayes, 1 opposed (M. Starck), Motion Carried.

**XV. New Agenda Items for Future Meetings** debt modification on loans, insurance renewal, treasurer and budget report

**XVI. Adjourn:** Motion to adjourn, J. Carlson/ M. Starck, 4 Ayes, Motion Carried. Adjourned at 6:41pm.

Submitted by Micaela Montagne, Town Clerk.

Approved as submitted, June 23, 2015. Micaela Montagne, Town Clerk